

CAPITAL COMMITTEE  
BOARD OF TRUSTEES  
MINUTES

Meeting of December 10, 2019

**Finance/Capital Committee Members 2019-2020:**

**John DeGrace, Chair**

**Linda Green**

**Wanda Jackson**

**Ed Powers**

**John Durso**

The Capital Committee segment of the Finance/Capital Committee meeting of the Board of Trustees was called to order by Trustee Powers at 5:10 p.m. on Tuesday, December 10, 2019. The meeting took place on the eleventh floor of the Administrative Tower.

Committee members present:            John DeGrace (Chair)  
   Ed Powers  
   John Durso  
   Jorge Gardyn (Ex-Officio)

Committee members absent:            Linda Green  
   Wanda Jackson

Other Trustees in attendance            Kathy Weiss  
   George Siberón

Also in attendance:                        President Williams  
   Vice Presidents Collins, Muscarella, Conzatti  
   Associate Vice President Sandra Friedman  
   Associate Vice President Craig Wright  
   Acting VP Finance Lisa Hahn

**AGENDA ITEMS:**

**Item #1** – Review and Approval of the November 12, 2019 minutes:  
Trustee Powers made a motion to approve the minutes. Seconded by Trustee Durso. Minutes approved.

**Item #2** – 2020 County Capital Request:

VP Muscarella reported that the committees at the County Legislature passed the Capital Plan, but the full Legislature has not. It was on the November agenda but it was postponed and it's back on for December again. NCC's state request is based on the plan that the county passed in January 2019, so we're not dependent on the 2020 plan for any of our state funding. The funding from the County in the 2020 Plan would form the basis for our State 20-21 request.

**Item #3** – Draft State Capital Request:

VP Muscarella stated that because the County passed the 2019 Capital Plan earlier this year, we used that as documentation to secure state matching funds that you see on Item 3. The Governor will submit the budget to the Legislature early in the calendar year. Hopefully by the end of March it will be passed by the Legislature.

**Item #4 – Capital Expenditures Report:**

VP Muscarella pointed out the major expenditures for this period. The largest was for additional services for construction management on the Road and Parking Phase 3 Project (south parking lot) that is still under construction and will go into next year. There are also purchases for furniture in CCB and G Buildings specifically in areas where students like to gather. The existing furniture is 20 years old. The new furniture has charging ports for electronic devices which is in high demand by the students.

**Item #5 – State Reimbursement Status:**

VP Muscarella referenced the reimbursement requests that have been submitted for numerous various projects.

**Item #6 – Project Status:**

Before starting the project report, VP Muscarella gave an update on the energy agreements with the County. Outside counsel to the County does not expect the approval for the Master Energy Agreement (MEA) to go to the county legislature until January. The County continues to meet with the Medical Center but they have not concluded those meetings yet. Once the Medical Center approves their energy agreement with the County, NCC will be free to sign our agreement.

**WEST PARKING LOT RENOVATION:** All project stages are completed; installation of covered walkway canopy structures and punch list work to be fully completed by Spring 2020.

**ELEVATOR RESTORATION PROGRAM:** Stage 1 Construction: B Cluster, Library Car #1, and North Hall elevators are complete. Stage 2 Construction: Library Car #2, CCB Passenger and G Building East elevators are proceeding on schedule. The Library Car #2 and CCB Passenger elevators were put in service in early November. Construction on the G Building East elevator is complete and will go in service after final testing. Stage 3 Construction: Construction on the CCB Service and Phys. Ed. elevators started in early November. Construction on the G Building West and South Hall elevators will start mid-January 2020. All 10 elevators are scheduled to be complete and in service by the end of May 2020.

**DATA CENTER REDESIGN AND UPGRADE PROJECT:** The project is proceeding and electrical demolition work is underway. Selective demolition of the space is scheduled for the week of 12/9. DDC is closely coordinating schedules with the 4 contractors and architect, NV5. Construction is expected to be completed by the end of June 2020. Scope of work includes complete renovation of the entire space with state of the art, energy efficient systems and equipment.

**108 DUNCAN AVENUE AND K BUILDING CULINARY PROGRAM RENOVATIONS:** Construction Documents 75% developed for 108 Duncan Avenue space. State of the art geothermal heating/cooling system planned for building. Will be open for Fall 2021.

**LIBRARY ROOF REPLACEMENT:** Follow up surveys and evaluation of existing conditions, including Infrared imaging of roof areas and structural analysis to determine ability to accommodate future rooftop solar system were completed. Design documents were completed and bidding documents were developed. The work will be bid and implemented as two separate projects. Bids for the Library Sealant/Caulking Replacement Project were opened on Nov. 20, 2019. DDC is working with the project architect, NV5, on bid evaluations. Bidding is expected to be completed by year end. Contracts awarded 1st quarter 2020 and construction to start 2nd quarter 2020. We anticipate the roofing project to be completed next summer and we have already had conversation with New York Port Authority to engage them in a turnkey PV Solar project. NYPA has standing contracts with solar developers and they can design, bid and oversee constructions for us. The estimate for energy savings is in the range of \$60,000 - \$70,000 a year.

**LIBRARY WRITING CENTER AND EOP TUTORING CENTER:** Schematics and layouts have been completed and approved by end users. Furniture and finishes were selected. Detail designs of the spaces along with electrical and mechanical requirements are underway. Project includes renovations to parts of the 2nd and 3rd floors of the Library to accommodate the needs of the Writing and Tutoring Center and create a separate suite for the requirements of the EOP program. EOP Personnel have been temporarily relocated in the Tower Building. Funding pending with County.

**TOWER HVAC REPLACEMENT:** 90% Construction Documents have been reviewed by the College. The A/E, H2M, is addressing College Comments. The Renovation will entail removal of all original fan coils, piping, fin tube and pumps associated with the heating and cooling system for the Tower. The Construction time frame is pending.

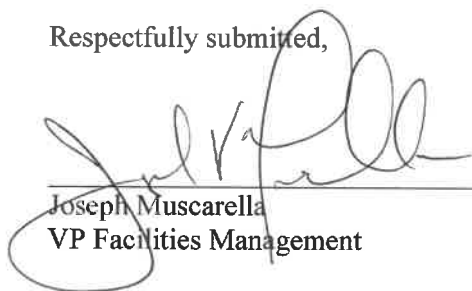
**C CLUSTER RENOVATION:** The Cluster C Renovation bids have been opened, bid analysis completed and reference check completed. DDC has sent a Notice of Award Letter to the lowest responsible bidder, VRD Contracting Inc. The contract and encumbrance documents are currently being routed through the County for approval. Construction will begin upon contract approval. The Renovation will entail a complete gut renovation of the Academic Wing and Office Wing of Cluster C. Once the renovation is completed, the Engineering, Physics and Technology Department will be located on the 1st Floor while Physical Sciences Department will be located on the 2nd and 3rd Floors.

Dr. Gardyn asked about the status of the Performing Arts Building. VP Muscarella responded that we need to go back to the County to request reinstatement of the funding that was deleted from the County Capital Plan last year due to budget concerns. Dr. Gardyn asked Dr. Williams to re-engage the County Legislature and the County Executive on the Performing Arts Building.

Dr. Gardyn also asked about the status of the Michel Field Theater Building. VP Muscarella responded that we are concluding the Use and Occupancy Agreement with the County so that we can get into the building and preserve it to prevent any further damage.

Meeting adjourned at 5:25 p.m.

Respectfully submitted,



Joseph Muscarella  
VP Facilities Management